

97-84154-14

U.S. Selective Service  
System

Information concerning  
occupational...

Washington

1944

97-84154-14  
MASTER NEGATIVE #

COLUMBIA UNIVERSITY LIBRARIES  
PRESERVATION DIVISION

BIBLIOGRAPHIC MICROFORM TARGET

ORIGINAL MATERIAL AS FILMED - EXISTING BIBLIOGRAPHIC RECORD

308

Z

Box 656 U. S. Selective service system.

... Information concerning occupational clas-  
sifications other than agriculture ... Wash-  
ington, U. S. Govt. print. off., 1944.  
50 p. 23<sup>cm</sup>.

At head of title: National headquarters,  
Selective service system, Washington, D. C.

442596

RESTRICTIONS ON USE: Reproductions may not be made without permission from Columbia University Libraries.

TECHNICAL MICROFORM DATA

FILM SIZE: 35mm

REDUCTION RATIO: 11:1

IMAGE PLACEMENT: IA ☒ IB ☐ IIB

DATE FILMED: 8/6/97

INITIALS: TLM

TRACKING # : 26426

FILMED BY PRESERVATION RESOURCES, BETHLEHEM, PA.

---

NATIONAL HEADQUARTERS  
SELECTIVE SERVICE SYSTEM  
WASHINGTON, D. C.

INFORMATION  
CONCERNING  
OCCUPATIONAL CLASSIFICATIONS  
OTHER THAN  
AGRICULTURE

(Additional or more detailed information concerning  
occupational classifications may be secured  
from any Selective Service local board)

January 25, 1944

UNITED STATES  
GOVERNMENT PRINTING OFFICE  
WASHINGTON : 1944

---

308

Z

Box 656

# TABLE OF CONTENTS

LBAP No.	Subject	Page
115	Occupational Classification Other Than Agriculture.....	3
	List of Exceptions.....	7
	List of Critical Occupations.....	8
115-A	Transfer of Registrants Qualified for Critical Occupations.....	12
115-B	Registrants in Critical Occupations.....	13
115-C	Referral to United States Employment Service if Local Board Desires Additional Occupational Information.....	16
115-D	Registrants Engaged in Seasonal Occupations.....	18
115-E	Deferment of Workers in West Coast Aircraft Industry.....	19
115-F	Federal Agencies Authorized to Request Occupational Deferment of Fathers Employed by Them.....	23
115-G	Plan for Certification of Requests for Deferment.....	25
	Pertinent Sections of Selective Service Regulations.....	29

(2)

622.21, 622.22,  
622.23, 622.24

## NATIONAL HEADQUARTERS SELECTIVE SERVICE SYSTEM WASHINGTON, D. C.

### LOCAL BOARD MEMORANDUM NO. 115

ISSUED: 3/16/42  
AS AMENDED: 1/6/44  
EFFECTIVE: 2/1/44

### SUBJECT: OCCUPATIONAL CLASSIFICATION OTHER THAN AGRICULTURAL

#### PART I. GENERAL POLICIES

**1. Objectives of the Selective Service System.**—The Selective Service System, in the selection of men, is responsible for the attainment of two objectives. First, the manpower requirements of the armed forces must be met. Second, civilian functions necessary to war production and to the support of the war effort must be maintained.

**2. Basis of occupational deferment.**—In order to be given occupational deferment, a registrant must be a "necessary man" in war production or in support of the war effort.

**3. Replaceability.**—In determining whether a registrant is a "necessary man," the replaceability of the registrant is of paramount importance. The replaceability of the registrant may be based on various factors which should be considered carefully. There may be a shortage of men possessing the registrant's special training, qualification, or skill. There may be such a distinct unskilled labor shortage that the registrant is irreplaceable without reference to any special training, qualification, or skill. In either case, there may be a shortage of the supply of labor for replacement purposes at the place where the registrant is working even though there is no over-all shortage throughout the Nation.

#### PART II. SPECIAL PROVISIONS APPLICABLE TO REGISTRANTS AGES 18 THROUGH 21

**1. Registrants ages 18 through 21 not to be occupationally deferred except under certain conditions.**—Effective February 1, 1944, no registrant (whether a nonfather or a father) ages 18 through 21 at the time he is classified may be considered as a "necessary man" entitled to be placed in Class II-A or Class II-B unless:

(3)

308  
Z  
Box 656

(a) There is filed with the local board a Form 42-A Special upon which the State Director of Selective Service in whose State the registrant's principal place of employment is located has endorsed a statement that, based upon the information on the Form 42-A Special, he recommends that the local board except the registrant from the general restriction against the occupational deferment of registrants ages 18 through 21.<sup>1</sup>

(b) An exception to the restriction against occupational deferment of registrants ages 18 through 21 is specifically authorized by the Director of Selective Service without a statement from a State Director of Selective Service as provided in (a) above and the local board determines that the registrant comes within the exception described by the Director of Selective Service.<sup>2</sup> (See List of Exceptions attached.)

**2. Registrant age 18 through 21 in Class II-A or II-B on February 1, 1944.**—Unless justified by a change in status or other condition, the deferment in Class II-A or Class II-B of a registrant age 18 through 21 existing on February 1, 1944, shall not be terminated in advance of its expiration date.<sup>3</sup>

**3. Local board to reopen certain classifications.**—When at any time prior to induction a Form 42-A Special or a Form 42 Special is received by a local board for a registrant age 18 through 21 and the local board determines that such registrant is within one of the exceptions to the general restriction against occupational deferment of registrants ages 18 through 21, set forth in subparagraphs (a) and (b) of paragraph 1 above, the local board will reopen and consider anew the classification of such registrant.

**4. Local boards to report registrants ages 18 through 21 placed in Class II-A or Class II-B.**—The local board shall report to the Director of Selective Service each registrant (whether on a Replacement Schedule or otherwise) age 18 through 21 who on or after February 1, 1944, is placed in Class II-A or Class II-B under the provisions of this memorandum. Such report will be made as follows:

(a) If such registrant is placed in Class II-A or Class II-B by the local board, it will complete the report to the Director of Selective Service on the back of the first copy of DSS Form 42 Special or DSS Form 42-A Special, attach the first copy to the Local Board Action Report (Form 110) for the local

<sup>1</sup> All requests for new or additional occupational deferments for registrants under this subparagraph will be made on Affidavit-Occupational Classification (Form 42-A Special). The DSS Form 42-A Special will be completed in an Original and First Copy and Second Copy and presented by the employer to the State Director in whose State is located the registrant's principal place of employment. If the registrant is included on a Replacement Schedule, the Original and both copies of DSS Form 42-A Special will be submitted to the State Director with the Replacement Schedule.

<sup>2</sup> All requests for new or additional occupational deferments for registrants under this subparagraph will be made on Affidavit-Occupational Classification (Form 42 Special). DSS Form 42 Special will be filed directly in an Original and First Copy with the local board of the registrant concerned. The DSS Form 42 Special will not be submitted to the State Director.

<sup>3</sup> This paragraph is not applicable to deferments granted in accordance with the provisions of Activity and Occupation Bulletin No. 33-6.

board meeting at which such classification is made, and transmit it to the Director of Selective Service, Gimbel Building, Philadelphia, Pennsylvania, as an attachment to the DSS Form 110.

(b) If such registrant is not placed in Class II-A or Class II-B by the local board but is so classified by the board of appeal or the President, the local board will complete the report to the Director of Selective Service on the back of the first copy of DSS Form 42 Special or DSS Form 42-A Special, attach such first copy to the Local Board Action Report (Form 110) for the local board meeting at which such classification by the board of appeal or the President is recorded, and transmit it to the Director of Selective Service, Gimbel Building, Philadelphia, Pennsylvania, as an attachment to the DSS Form 110.

### PART III. SPECIAL PROVISIONS APPLICABLE TO REGISTRANTS AGES 22 AND OVER

**1. Special consideration for fathers.**—In determining whether a father age 22 or over is a "necessary man," the provisions of sections 622.21 to 622.24, inclusive, Selective Service Regulations, and the applicable provisions of this Local Board Memorandum, and other applicable instructions will be liberally construed. A father age 22 or over who is making a contribution in war production or in support of the war effort is usually a stable employee and, if other factors are equal, will normally be accorded occupational deferment in preference to fathers ages 18 through 21 and in preference to all nonfathers.

### PART IV. INFORMATION AVAILABLE IN CONNECTION WITH OCCUPATIONAL CLASSIFICATION

**1. All available information to be considered.**—In determining whether a registrant should be placed in Class II-A or Class II-B, all available information from national, regional, state, and local levels will be used. No one source of information is conclusive. All information presented must be considered and evaluated properly. The agencies of the Selective Service System are urged to use the facilities of the United States Employment Service for information with respect to the occupations of registrants.<sup>4</sup> Local employment offices, on request, will provide local boards with information as to whether there exists or is likely to exist in the near future a national or local shortage of persons with the registrant's claimed qualifications.<sup>5</sup>

<sup>4</sup> Attention is directed to the provisions of Local Board Memorandum No. 115-C concerning the obtaining of information from the United States Employment Service.

<sup>5</sup> Information on the availability of replacements will usually include the number of current unfilled orders for the occupation involved and the number of qualified applicants listed in the local United States Employment Service Office's files, together with such further information as may be pertinent concerning the possibility of filling the job through the transfer of workers from present employment or through clearance.

**2. Activity and Occupation Bulletins.**—The agencies of the Selective Service System have been supplied with Activity and Occupation Bulletins. The information contained in the Activity and Occupation Bulletins is prepared by the War Manpower Commission and is used by the United States Employment Service in connection with the recruitment, transfer, and placement of workers. The activities and occupations contained in these bulletins represent, on a national basis, the most important activities and occupations with respect to war production and in support of the war effort.

**3. Use of Activity and Occupation Bulletins.**—The Activity and Occupation Bulletins should be used by the agencies of the Selective Service System as a guide and should be considered in occupational classification matters along with all other available information. The agencies of the Selective Service System will give careful consideration to the fact that a registrant is engaged in war production or in support of the war effort in determining his replaceability or loss to the war effort should the registrant be withdrawn without replacement. The inclusion of the registrant's employment in Activity and Occupation Bulletins, or exclusion therefrom, does not conclusively determine his occupational status. The local board and board of appeal may consider a registrant for occupational deferment when he is employed in an activity or occupation in war production or in support of the war effort even though the activity or occupation is not listed in the Activity and Occupation Bulletins. Determinations as to coverage of specific establishments by Activity and Occupation Bulletins for placement or stabilization purposes are a function of the United States Employment Service, and agencies of the Selective Service System will make no determination with respect thereto.

**4. List of Critical Occupations with definitions.**<sup>a</sup>—The List of Critical Occupations with definitions, attached, is prepared by the War Manpower Commission and includes occupations requiring long experience and in which a national shortage exists or would exist should any substantial number of such persons qualified in those occupations be withdrawn from the labor market. It is imperative that, except for registrants ages 18 through 21, all registrants engaged in critical occupations in war production or in support of the war effort be given grave consideration for occupational deferment by the agencies of the Selective Service System. Administrative action will be taken to insure such consideration by the Selective Service System.

*Lewis B. Hershey,*

Director.

DISTRIBUTION A, B, C, D, E, F

<sup>a</sup>Reference is made to provisions of Local Board Memorandum No. 115-B concerning referral to the United States Employment Service of registrants ages 22 and over who are in critical occupations.

## LIST OF EXCEPTIONS

The Director of Selective Service authorizes the following exceptions to the restriction against occupational deferment of registrants, ages 18 through 21, without a statement from a State Director of Selective Service:

1. Personnel of the Merchant Marine and the Army Transportation Corps, and persons in training therefor for whom the Recruitment and Manning Organization or the Division of Training of the War Shipping Administration files an Affidavit-Occupational Classification (Form 42 Special) in accordance with the provisions of Activity and Occupation Bulletin No. 26-2 or Activity and Occupation Bulletin No. 33-2.
2. Students who qualify for occupational deferment in accordance with the provisions of Activity and Occupation Bulletin No. 33-6.

## LIST OF CRITICAL OCCUPATIONS

### Part I—Production and Services Occupations

Aircraft-Engine Mechanic, All Around  
Aircraft-Engine Tester, All Around  
Aircraft-Instrument Mechanic  
Aircraft Mechanic, All Around  
Airplane Navigator  
Airplane Pilot, Commercial  
Airship Mechanic, All Around  
Ballistician  
Bessemer Converter Blower  
Blacksmith, All Around  
Blast Furnace Blower  
Blaster, Mining  
Boatbuilder, Steel or Wood, All Around  
Boilermaker, All Around  
Boring-Mill Operator, All Around  
Bricklayer, Refractory Brick  
Cabinetmaker, All Around  
Cable Splicer, Telephone, Telegraph or Submarine Cable  
Cable Transmitter and Receiver  
Cam-Lay-Out Man  
Car Inspector, Railroad Transportation  
Catalytic-Converter Engineer, Synthetic Rubber  
Cementor, Oil Well  
Chainmaker, All Around  
Chamberman, Acid  
Coke Burner  
Computer, Electric, Seismic, or Gravity  
Conductor, Railroad Transportation  
Converter Operator, Nonferrous Smelting & Refining  
Continuous-Still Engineer, Synthetic Rubber  
Coppersmith, Marine, All Around  
Coremaker, All Around  
Cutting Machine Runner, Mining  
Diamond Driller, Mining  
Die Maker, All Around  
Die Setter  
Die Sinker  
Diesel Mechanic, All Around  
Dispatcher, Radio Communications, Telegraph, or Submarine Cable  
Diver  
Driller, Fine Diamond Dies  
Driller, Oil Well, Cable or Rotary  
Electrical Tester, Power Equipment  
Electrician, Installation and Maintenance, All Around  
Electrician, Aircraft, Marine, or Submarine Cable, All Around  
Engineer, Chief, First, Second, or Third Assistant, Ship  
Engineer, Locomotive, Railroad Transportation  
Engineer, Turbine or Diesel  
Engineering Draftsman, Design  
Finisher, Fine Diamond Dies  
First Helper, Open Hearth or Electric Furnace  
Flight Dispatcher

#### Foreman

Included under this designation are only those individuals who are (1) utilizing in their supervisory jobs the knowledge and skills of one or more of the occupations included in the List of Critical Occupations, and (2) those who supervise directly or through subordinate foremen and supervisors production, technical, or scientific work in essential activities, although the occupations of the workers supervised may not be listed. The second category includes only individuals who must be in jobs requiring an extensive knowledge of the production, technical, or scientific work they are supervising, the exercise of independent judgment and responsibility for the products made or services rendered, and a training period of two or more years. In some plants the supervisory personnel may be designated by other than supervisory titles, and where they meet the requirements outlined above they are included.

#### Form Builder, Aircraft

Glass Blower, Scientific Laboratory Apparatus

Heat Treater, All Around

Heater, Steel Mill, All Around

Holding Engineer, Mining

#### Inspector

Included under this designation are only those workers who are qualified to perform in one or more of the critical occupations appearing in this list, and who utilize the knowledge and skill of such occupations in inspecting work in order to insure uniformity and accuracy of products or services.

#### Installer, Telephone or Telegraph Equipment

#### Instructor

Included under this designation are only those workers who are qualified to perform in one or more of the critical occupations listed and because of their aptitude and experience have been assigned as instructors in training programs either in plant or vocational.

#### Instrument Maker and Repairer, Electrical Mechanical, or Scientific

Jewel Bearing Maker, All Around

Joiner, Submarine Cable

Lay-Out Man, Boilermaking, Foundry, Machinery, or Shipbuilding

Lead Burner, All Around

Lineman, Telephone, Telegraph, or Power, All Around

Load Dispatcher, Power or Gas

Locomotive Engine Repairman

Loftsmen, Aircraft or Shipbuilding

Loom Fixer

Machine Driller, Mining

Machine Tool-Set-Up Man

Machinist, All Around

Machinist, Marine, All Around

Mate, First, Second, or Third

Mechanician, Communications Equipment

This title includes individuals who maintain and repair telephone and telegraph equipment and circuits; technical broadcast equipment; radio-telephone and radiotelegraph equipment; or submarine cable apparatus.

Miller, Grain Products, All Around

Millwright

Miner, Underground, All Around

Included under this title are only those individuals whose job assignment requires them to perform the duties involved in driving underground openings including drilling, blasting, timbering. Due to standardization of mining methods these functions may be performed by separate individuals whose occupational titles also appear in this list because the jobs meet the criterion of critical occupations. Since the term "Miner" is generally used in the industry to identify underground workers, it should be clearly understood that it does not cover such workers as muckers, trammers, and helpers.

Molder, Bench or Floor, All Around

Model Maker, All Around

Observer, Seismic

Oil Well Gun Perforator

Oil Well Treater, Acidizing

Optical Mechanic, All Around  
 Paper Making Machine Engineer  
 Patternmaker, Metal or Wood  
 Pipe Fitter, Marine  
 Powershovel Engineer, Mining  
 Precision Lens Grinder, All Around  
 Pilot Operator, Steel Mill  
 Pumper, Refinery, in Charge  
 Purification Engineer, Synthetic Rubber  
 Radio Communications Technician  
 Radio Telegrapher  
 Radiophoto Technician  
 Reactor Engineer, Synthetic Rubber  
 Receiver Tester, Radio or Radar  
 Refrigerator Equipment Repairman, Gas or Electric, All Around  
 Refrigerator Engineer  
 Repairman, All Around, Electric-Motor Equipment  
 Repairman and Installation Man, All Around, Gas or Oil Burner Equipment  
 Sheetmetal Worker, Marine, All Around  
 Ship Captain  
 Shipfitter, All Around  
 Ship Pilot  
 Ship Rigger, All Around  
 Shipwright, All Around  
 Signal Maintainer  
 Stillman, Petroleum Processing  
 Still Operator, Chemical, All Around  
 Superintendent, see Foreman  
 Supervisor, see Foreman  
 Switchboard Operator, Power  
 Tanner, All Around  
 Testing and Regulating Technician, Telephone or Telegraph  
 Timberman, Mining, All Around  
 Tool Designer  
 Tool Maker  
 Train Dispatcher  
 Transmission Engineer  
 Tugboat Captain  
 Tugboat Engineer  
 Wood Seasoner, Kiln  
 X-Ray Equipment Serviceman

## Part II—Professional and Scientific Occupations\*

### Accountant

Included under this title are Certified Public Accountants and those who have comparable training, experience, or responsibilities.

### Agronomist

### Anatomist

### Architect, Naval

### Astronomer

### Bacteriologist

### Chemist

### Engineer, Professional or Technical

This title covers persons who are actually engaged as engineers in the operating, research, or teaching phases of these professions. A person may be considered as engaged in full-time teaching if he devotes not less than 15 hours per week in contact with students in actual classroom or laboratory instruction. These titles are also intended to include persons who are engaged in full-time inspecting duties which require the utilization of the knowledge of the critical occupations listed in Part II.

sions listed below, such as Mechanical Engineers who specialize in the automotive, heating, or refrigerating engineering field but whose special designations have not been mentioned:

Aeronautical	Marine
Agricultural	Mechanical
Ceramic	Metallurgical
Chemical	Mining
Civil	Petroleum
Communications	Radio
Electrical	Safety
Entomologist	
Forester	
Geologist	
Geophysicist	
Horticulturist	
Mathematician (including Cryptanalyst)	
Metallurgist	
Meteorologist	
Nematologist	
Oceanographer	
Parasitologist	
Pathologist, Medical	
Pharmacologist	
Physicist	
Physiologist, Medical	
Plant Physiologist or Pathologist	
Sismologist	



NATIONAL HEADQUARTERS  
SELECTIVE SERVICE SYSTEM  
WASHINGTON, D. C.

LOCAL BOARD MEMORANDUM NO. 115A

ISSUE: 8/16/43

SUBJECT: TRANSFER OF REGISTRANTS QUALIFIED  
FOR CRITICAL OCCUPATIONS

1. **Classification policy.**—A registrant qualified in an occupation included in the List of Critical Occupations (see Local Board Memorandum No. 115, Part IV, Paragraph 4), who is not engaged in war production or in support of the war effort, shall not be considered for occupational deferment unless, prior to October 1, 1943, he shall have transferred to employment in war production or in support of the war effort and shall continue to be so employed.

2. **Information to local board concerning registrant's qualification in critical occupation.**—In those cases where the registrant is qualified in a critical occupation but is not engaged in war production or in support of the war effort, the United States Employment Service will certify to the local board the following information:

- (a) That the registrant is qualified in a critical occupation;
- (b) That the registrant is not employing such qualifications in war production or in support of the war effort.

The failure of the United States Employment Service to make the certification set forth above shall not preclude the local board from classifying the registrant, pursuant to the provisions of paragraph 1 above.

*Lewis B. Forshey,*

Director.

DISTRIBUTION, A, B, C, D, E, F

NATIONAL HEADQUARTERS  
SELECTIVE SERVICE SYSTEM  
WASHINGTON, D. C.

LOCAL BOARD MEMORANDUM NO. 115-B

ISSUED: 9/1/43  
AS AMENDED: 1/6/44  
EFFECTIVE: 2/1/44

SUBJECT: REGISTRANTS IN CRITICAL OCCUPATIONS

1. **Importance of critical occupations.**—Attached to Local Board Memorandum No. 115, amended January 6, 1944 (effective February 1, 1944), is a List of Critical Occupations with definitions. It can be safely said that the critical occupations, as listed by the War Manpower Commission, represent the highest levels of skills within industry and that, therefore, all production necessary to the war effort is directly dependent upon the most efficient use within industry of persons qualified in these occupations.

2. **Need for extending every consideration for occupational deferment to registrants in critical occupations.**—It is of the utmost importance that registrants (1) who have the necessary qualifications, (2) who are utilizing them to the fullest extent in a critical occupation in war production or in support of the war effort, and (3) whose removal from their present employment would have an adverse effect upon the maintenance of required production schedules, be given the most serious consideration for extended occupational deferment before being reclassified out of a deferred class into a class available for service.

3. **Referral to the United States Employment Service.**—(a) The local board is directed to refer the name of a registrant, age 22 through 37, together with a statement of his present occupation, skills, and qualifications and place of present employment, to the local office of the United States Employment Service in the area in which the local board is located, whenever (1) there is filed with the local board a statement under oath stating, to the satisfaction of the local board, that such registrant is employed in war production or in support of the war effort and possesses the skills and qualifications to engage in one of the critical occupations listed and defined on the List of Critical Occupations With Definitions, and (2) the local board concludes that the registrant is not entitled to occupational deferment on the basis of his present employment.

(b) This reference to the United States Employment Service may be made at any time. If the reference is not made prior to the time the registrant is classified in Class I-A, Class I-A-O, or Class IV-E, it is mandatory that the local board refer the registrant to the United States Employment Service immediately upon the classification of the registrant in one of such classes.

(c) In all cases in which such reference is made the local board will not issue an Order to Report for Induction (Form 150) until it receives a report from the United States Employment Service or until the expiration of 30 days after referral, whichever occurs first.

(d) If, during such 30-day period, the United States Employment Service certifies to the local board that the registrant possesses and is fully employing the qualifications required of a critical occupation in war production or in support of the war effort and his removal from his present employment would adversely affect the maintenance of his employer's required production, the local board will reopen the classification of the registrant and will consider this new evidence as a basis for further occupational deferment.

(e) If, during such 30-day period, the United States Employment Service certifies to the local board that it has succeeded in placing the registrant in a critical occupation in war production or in support of the war effort with another employer who requires the registrant's skills and qualifications and will fully utilize such skills and qualifications, the local board will delay the issuance of an Order to Report for Induction (Form 150) to such registrant for a further period of 10 days from the receipt of such certification so as to permit the filing of a new Form 42A requesting the occupational deferment of the registrant. In the event such Form 42A is filed by the new employer with whom the registrant has been placed, the local board will reopen the classification of the registrant and will consider the new evidence as a basis for further occupational deferment.

(f) If, however, no notification is received from the United States Employment Service prior to the expiration of the original 30-day period following referral, or in the event certification is made that the registrant is needed in new employment but a Form 42A is not received before the expiration of the 10-day period allowed for the filing of a new claim for deferment, the local board may proceed with the induction of the registrant.

**4. Cooperation by United States Employment Service.**—(a) The War Manpower Commission is informing the United States Employment Service of the need for expediting investigation of the cases of any registrants qualified for critical occupations which are referred to it by local boards. Even though a registrant is not employed in the area in which his local board is located, reference by the local board will, nevertheless, be to the local United States Employment Service office in the local board area, and any further reference of the case to the United States

Employment Service office in the area in which the registrant is employed will be undertaken and accomplished by the United States Employment Service.

(b) The cases of referred registrants who are qualified for professional and scientific occupations will be forwarded by the United States Employment Service to the National Roster of Scientific and Specialized Personnel. Activity and Occupation Bulletin No. 35 was amended in Supplement to Activity and Occupation Bulletins, as amended October 21, 1943, to eliminate the reference of cases by the local board directly to the National Roster of Scientific and Specialized Personnel.

*Jew's B. Forshey,*  
Director.

DISTRIBUTION A, B, C, D, E, F

NATIONAL HEADQUARTERS  
SELECTIVE SERVICE SYSTEM

WASHINGTON, D. C.

622.21 to  
622.25

LOCAL BOARD MEMORANDUM NO. 115-C

ISSUED: 10/2/43

SUBJECT: REFERRAL TO UNITED STATES EMPLOYMENT SERVICE IF LOCAL BOARD DESIRES ADDITIONAL OCCUPATIONAL INFORMATION

**1. Request for information from United States Employment Service.**—The facilities of the United States Employment Service have been made available to provide assistance in the classification of men with respect to their occupations. The local board may communicate with the local employment office in the area in which the local board is located if it desires additional information with respect to the occupation of a registrant:

(a) When there is doubt concerning the qualifications of a registrant for whom deferment has been requested or the extent to which such qualifications are being utilized in his present employment.

(b) When additional information is required to determine whether a national or local shortage of persons with the registrant's claimed qualifications exists or is likely to exist in the near future.

(c) When a local board is considering whether or not a registrant is replaceable, it will utilize all information obtainable through the local employment office with respect to the availability of replacement, including the number of current unfilled orders for the occupation involved and the number of qualified applicants in its files, together with such information as is pertinent concerning the possibility of filling the job through transfer of workers from less essential activities or through clearance.

**2. Time for placing qualified persons in occupations in war production.**—If in the course of the classification of a registrant it appears that the registrant may possess, but is not at the time using, qualifications needed in war production or in support of the war effort, then the local board upon making such determination may refer the registrant to the appropriate local employment office of the United States Employment Service.

(a) The local employment office may be allowed not to exceed 30 days from the date of the local board's original inquiry to place the registrant in an occupation in war pro-

(16)

17

duction or in support of the war effort where his qualifications are needed and will be fully utilized.

(b) If the local employment office reports that the registrant has been placed in an occupation in war production or in support of the war effort where his qualifications are needed and will be fully utilized, the local board in classifying the registrant will give due consideration to the change in status.

**3. Registrants in critical occupations.**—As to registrants in any of the 149 critical occupations appended to Local Board Memorandum No. 115, reference is made to Local Board Memorandum No. 115-B, provisions of which will govern with respect to such registrants.

Lewis B. Hershey,  
Director.

DISTRIBUTION A, B, C, D, E, F

NATIONAL HEADQUARTERS  
SELECTIVE SERVICE SYSTEM

WASHINGTON, D. C.

622.21 to  
622.25

LOCAL BOARD MEMORANDUM NO. 115-D

ISSUED: 10/2/43

SUBJECT: REGISTRANTS ENGAGED IN SEASONAL  
OCCUPATIONS

1. **Importance of seasonal occupations.**—Successful prosecution of the war depends to a considerable extent upon war production and war supporting activities that are seasonal in nature. It is important, therefore, that the supply of manpower required to maintain necessary seasonal activities be protected.

2. **Necessary men in seasonal occupations.**—Registrants engaged in seasonal occupations in war production or in support of the war effort may be considered for occupational classification and, if found to be necessary men, should be deferred.

3. **Movement from one locality to another.**—Registrants engaged in seasonal occupations in war production or in support of the war effort should be permitted to move from one locality to another for the purpose of following local seasons and should be considered for occupational classification, irrespective of such movement, if they continue to qualify as necessary men in their seasonal occupations.

4. **Minimum time required in seasonal occupations.**—Registrants deferred by reason of being necessary men in seasonal occupations in war production or in support of the war effort may be continued in a deferred classification during the off-season if they fulfill the following conditions:

- (a) They remain engaged in their seasonal occupations for a period of not less than 8 months of the year;
- (b) They become engaged during the off-season in some other occupation in war production or in support of the war effort; and
- (c) Upon the reopening of the season in which they may pursue their normal seasonal occupations they return to the seasonal occupations that constituted the basis for their original deferment and resume their status as necessary men therein.

*Lewis B. Forshey,*  
Director.

Distribution A, B, C, D, E, F

(18)

NATIONAL HEADQUARTERS  
SELECTIVE SERVICE SYSTEM

WASHINGTON, D. C.

622.21  
622.22  
622.23  
622.24

LOCAL BOARD MEMORANDUM NO. 115-E

ISSUED: 11/6/43

SUBJECT: DEFERMENT OF WORKERS IN WEST  
COAST AIRCRAFT INDUSTRY

1. **General.**—With regard to workers in the West Coast Aircraft industry, Justice James F. Byrnes, Director of the Office of War Mobilization, issued the following statement on October 27, 1943:

"IN THE WEST COAST MANPOWER PROGRAM THE SELECTIVE SERVICE SYSTEM IS ARRANGING TO DEFER AND WILL DEFER ALL NECESSARY WORKERS IN WEST COAST AIRPLANE PLANTS INCLUDING THEIR PRODUCTION SUB-CONTRACTORS. THE WORKERS IN THE WEST COAST AIRPLANE PLANTS ARE DIVIDED INTO TWO CLASSES: (1) THOSE CURRENTLY IRREPLACEABLE, AND (2) THOSE CURRENTLY REPLACEABLE. IRREPLACEABLE WORKERS ARE DEFERRED FOR A PERIOD OF SIX MONTHS. THEY ARE ELIGIBLE FOR ADDITIONAL DEFERMENT IF THEY REMAIN IRREPLACEABLE TO PRODUCTION. THIS PLAN DOES NOT INTERFERE WITH THE AUTONOMY OF LOCAL DRAFT BOARDS. WORKERS WILL BE INDUCTED INTO THE ARMED FORCES ON THE BASIS OF PLANNED REPLACEMENTS SO AS TO PERMIT INDUSTRY TO MAINTAIN PRODUCTION. ALL WORKERS WILL BE NOTIFIED OF THEIR STATUS. I HOPE THAT WORKERS IN THESE PLANTS WILL SETTLE DOWN, STAY ON THE JOB, AND PRODUCE TO THE LIMIT. NO WEAPON BEING PRODUCED TODAY IS MORE IMPORTANT THAN AIRCRAFT, AND EVERY POSSIBLE INCREASE IN OUTPUT IS IMPORTANT."

2. **Army, Navy, and Selective Service System Plan.**—In accordance with instructions from Justice Byrnes, the Army, Navy, and Selective Service System are placing into effect the following plan:

- (a) The Army and Navy henceforth will assume joint responsibility with the aircraft manufacturers and aircraft

(19)

production subcontractors and suppliers in the States of California, Oregon, and Washington in their requests for occupational deferment of employees in those cases where, after careful consideration, it is concluded that such deferments are required in order to maintain aircraft production schedules.

(b) The Army and Navy representatives in aircraft plants in California, Oregon, and Washington accordingly have been directed to join with aircraft manufacturers and aircraft production subcontractors and suppliers in requests for deferment by signing with the employers an Individual Certification (Form 401) in support of such requests when they concur in the need for the deferments. DSS Form 401 will not be filed to support any request for deferment for a period of 60 days or less. A copy of DSS Form 401 is attached.

(c) Aircraft manufacturers and their production subcontractors and suppliers in California, Oregon, and Washington, and Army or Navy representatives will be given until January 1, 1944, in which to file DSS Forms 401 in support of occupational deferments which are now in effect and which will remain in effect beyond that date. Prior to that time local boards should not change an existing deferment simply because a DSS Form 401 has not been filed.

(d) Upon receipt of a DSS Form 401, signed by the employer and the Army or Navy representative, which either accompanies a DSS Form 42A or is submitted in support of a DSS Form 42A already on file in the local board office, the local board shall:

(1) Reopen and consider anew the classification of any registrant who has been mailed an Order to Report for Induction (Form 150) but whose induction has been or is hereafter postponed by a State Director of Selective Service; and

(2) Reopen and consider anew the classification of any registrant who has not been ordered to report for induction. However, no reopening of a classification shall be required if no request is made for any change in an existing deferment.

(e) The DSS Form 401 signed by the Army or Navy representative under this plan will present to the local boards additional authoritative evidence concerning the serious manpower situation on the West Coast in aircraft plants which, together with other information of a supporting nature, will furnish local boards with the basis for granting occupational deferment to such registrants.

*Lewis B. Hershey,*

Director.

DISTRIBUTION A, B, C, D, E, F

# INDIVIDUAL CERTIFICATION

(For Execution by Employer and War or Navy Department—West Coast Aircraft)

Affidavit—Occupational Classification (Form 42A) dated \_\_\_\_\_ ( ) Attached or  
( ) Previously filed

Name of registrant \_\_\_\_\_

Selective Service Order No. \_\_\_\_\_ Age \_\_\_\_\_

Local Board \_\_\_\_\_ (Number) \_\_\_\_\_ (County) \_\_\_\_\_ (City) \_\_\_\_\_ (State)

Title of present job \_\_\_\_\_

The undersigned establishment hereby certifies that:

1. The deferment requested is necessary to maintain the operating schedule of the undersigned establishment for products, services, or activities for the aircraft program under contract to the \_\_\_\_\_ Department or as a production subcontractor or production supplier thereunder.
2. This establishment manufactures products or provides services as stated on said Form 42A.
3. This establishment is operating in compliance with the requirements of the appropriate Area Production Urgency Committee and Area Manpower Priority Committee.
4. The Job Title listed above is accurate and the registrant is being utilized in the performance of the duties described in the said Form 42A to the fullest extent practicable.
5. The registrant cannot be replaced prior to the expiration of the period specified in said Form 42A and his earlier removal would seriously impair the ability of this establishment to meet its operating schedule referred to above.
6. This establishment is taking steps necessary to achieve the effective utilization of its personnel.

(Name of establishment) \_\_\_\_\_

at \_\_\_\_\_ (Location) \_\_\_\_\_

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Title)

(Date) \_\_\_\_\_

I, the undersigned representative of the \_\_\_\_\_ (Army or Navy) hereby

certify that:

- (a) the statements contained in the above certificate of the establishment are true to the best of my knowledge and belief;
- (b) the employment and production conditions affecting the above-named establishment are such that I concur in the need for occupational deferment of the above-named registrant; and,
- (c) I join with the establishment in its request for the deferment of the above-named registrant.

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Rank)

\_\_\_\_\_ (Title)

(Date) \_\_\_\_\_

D S Form 401

U. S. GOVERNMENT PRINTING OFFICE: 1944

622.22-1

NATIONAL HEADQUARTERS  
SELECTIVE SERVICE SYSTEM  
WASHINGTON 25, D. C.

LOCAL BOARD MEMORANDUM NO. 115-F

ISSUED: 12/28/43  
AS AMENDED: 1/24/44

SUBJECT: OCCUPATIONAL DEFERMENT OF FATHERS EMPLOYED BY FEDERAL AGENCIES

1. President's letter and action of Chairman of the War Manpower Commission.—(a) On December 22, 1943, the President of the United States addressed a letter to the Chairman of the War Manpower Commission authorizing Federal Government agencies to file requests for occupational deferment of certain fathers in their employ, and stating that such fathers must be given consideration for occupational deferment similar to that accorded to fathers employed outside of the Federal Government. The President's letter was incorporated in a memorandum from the Chairman of the War Manpower Commission, dated December 24, 1943, to all departments and agencies of the Federal Government. In this memorandum, authority was granted and procedures established for requesting occupational deferment of certain fathers employed by the Federal Government.

(b) On January 3, 1944, the Chairman of the War Manpower Commission rescinded his memorandum dated December 24, 1943, referred to in paragraph (a) above, and provided new procedures for requesting occupational deferment of fathers other than those in key positions or on Replacement Schedules. An Agency Committee may now request the occupational deferment of such a father without the prior approval of the Review Committee only for a period not to exceed 60 days or until March 31, 1944. Any additional request for deferment must be made in the usual manner with the prior approval of the Review Committee.

2. Effect of new procedure on classification.—A request for the occupational deferment of such a father by the Agency Committee without the prior approval of the Review Committee under the circumstances described in paragraph 1 (b) above, shall be considered an Authorized Government Request. No such father, however, may be deferred for a period of more than 60 days or after March 31, 1944, unless a regular Authorized Government Request containing the approval of the Review Committee is filed.

**3. Reconsideration of classification of certain fathers employed by the Federal Government.**—When an Authorized Government Request is filed for a father employed by the Federal Government who is in Class I-A, Class I-A-O, or Class IV-E, the local board shall reopen and consider anew the classification of such registrant in the light of the Authorized Government Request. If an Order to Report for Induction (Form 150) has been mailed to such a registrant, it shall be canceled.

**4. Classification standards.**—Local boards, when classifying fathers employed by the Federal Government for whom Authorized Government Requests have been filed, will apply the same standards for occupational classification as are now being applied to fathers not employed by the Federal Government.

**5. Entry on Form 39.**—When a father who is employed by the Federal Government is classified in Class II-A or Class II-B, he should be listed on Form 39 with a notation "G4C" in the right-hand margin following column 9, indicating Group 4 children.

**6. Term "father" defined.**—The term "father" as used in this memorandum includes only those registrants coming within the definition of "father" as set forth in section 622.33, Selective Service Regulations.

*Lewis B. Forsley,*

*Director.*

DISTRIBUTION A, B, C, D, E, F

NATIONAL HEADQUARTERS  
SELECTIVE SERVICE SYSTEM

WASHINGTON, D. C.

622.21  
622.22  
622.23  
622.24

LOCAL BOARD MEMORANDUM NO. 115-G

ISSUED: 12/31/43

SUBJECT: PLAN FOR CERTIFICATION OF REQUESTS  
FOR DEFERMENT

**1. Special plan for the West Coast Aircraft Industry.**—In accordance with instructions from the Director of the Office of War Mobilization, the Army, Navy, and Selective Service System placed in effect a plan by which the Army and Navy assumed joint responsibility with aircraft manufacturers and aircraft production subcontractors and suppliers in the States of California, Oregon, and Washington in their requests for occupational deferment of employees in those cases where, after careful consideration, it is concluded that such deferments are required in order to maintain aircraft production schedules. This plan and the procedures developed for its operation are described in Local Board Memorandum No. 115-E.

**2. Plan extended beyond West Coast Aircraft Industry.**—Plans and procedures similar to those provided for the West Coast Aircraft Industry (Local Board Memorandum No. 115-E) will be extended to other industries and establishments where production urgency exists when the Director of Selective Service determines that such plans and procedures are required and the Army, Navy, or other Government agency concurs.

**3. Additional establishments covered.**—Certain establishments have already been included in the plan referred to in paragraph 2 above, and it is anticipated that from time to time additional establishments will be included as the urgency requires. The names of these establishments are being furnished to State Directors of Selective Service in order that such information may be used in checking certifications filed by employers and Army, Navy, or other agency representatives. In general, however, local boards will assume that when joint certifications have been filed in accordance with this plan, the establishments covered have been duly approved.

**4. Certification by Army, Navy, or other agency representatives.**—The Army, Navy, or other agency representatives in estab-

lishments covered by the plan have been directed to join with employers in requests for deferment by signing with the employers an Individual Certification (Form 401A) in support of such request when they concur in the request for deferment. Form 401A will not be filed to support any request for deferment for a period of sixty days or less. A copy of Form 401A is attached.

**5. Consideration to be given to Form 401A by local board.—**

(a) When a Form 401A (which is signed by the employer and the Army, Navy, or other agency representative and which either accompanies a Form 42A or is submitted in support of a Form 42A already on file in the local board office) is filed for a registrant who has been placed in Class I-A, Class I-A-O, or Class IV-E, the local board shall reopen and consider anew the classification of such registrant in the light of such Form 401A.

(b) The Form 401A signed by the Army, Navy, or other agency representative under this plan will present to the local boards additional authoritative evidence concerning the serious manpower situation in the establishments filing such certifications, which together with other information of a supporting nature will furnish local boards with the basis for considering occupational deferments of registrants affected.

(c) There will be instances where the production urgency requires the inclusion in the plan of only certain departments within an establishment or of only certain establishments within an industry. In such cases, there may be some employees in departments or establishments not covered whose deferment may be justified even though there may be no joint request for deferment participated in by the Army, Navy, or other agency representatives and local boards should apply general Selective Service occupational classification policies in the consideration of such requests for deferment.

(d) If no Form 401A is filed, general Selective Service occupational classification policies will be applied and local boards should not require the filing of Form 401A in order to consider requests for occupational deferment.

*Lewis B. Horsley,*

Director.

DISTRIBUTION A, B, C, D, E, F

## INDIVIDUAL CERTIFICATION

(For Execution by Employer and War, Navy, or other Department or Agency of the Federal Government)

Affidavit—Occupational Classification (Form 42A) dated \_\_\_\_\_  
(☐ Attached or ☐ Previously filed)

Name of registrant \_\_\_\_\_

Selective Service Order No. \_\_\_\_\_ Age \_\_\_\_\_

Local Board \_\_\_\_\_ (Number) \_\_\_\_\_ (County) \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_

Title of present job \_\_\_\_\_

The undersigned establishment hereby certifies that:

1. The deferment requested is necessary to maintain the operating schedule of the undersigned establishment for products, services, or activities under contract to the \_\_\_\_\_ Department or as a production subcontractor or production supplier thereunder.
2. This establishment manufactures products or provides services as stated on said Form 42A.
3. The Job Title listed above is accurate and the registrant is being utilized in the performance of the duties described in said Form 42A to the fullest extent practicable.
4. The registrant cannot be replaced prior to the expiration of the period specified in said Form 42A and his earlier removal would seriously impair the ability of this establishment to meet its operating schedule referred to above.
5. This establishment is taking steps necessary to achieve the effective utilization of its personnel.

\_\_\_\_\_ (Name of establishment)

at \_\_\_\_\_ (Location)

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Title)

\_\_\_\_\_ (Date)

I, the undersigned representative of the \_\_\_\_\_ (Army, Navy, or other) hereby certify that:

- (a) the statements contained in the above certificate of the establishment are true to the best of my knowledge and belief;
- (b) the employment and production conditions affecting the above-named establishment are such that I concur in the need for occupational deferment of the above-named registrant; and
- (c) I join with the establishment in its request for the deferment of the above-named registrant.

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Rank)

\_\_\_\_\_ (Title)

\_\_\_\_\_ (Date)

DSS Form 401A

(27)



**PERTINENT SECTIONS OF SELECTIVE SERVICE  
REGULATIONS**

**622.21 Class II-A: Man necessary in support of war effort.**

(a) In Class II-A shall be placed any registrant who is found to be a "necessary man" in support of the war effort.

(b) Class II-A deferments shall be for a period of 6 months or less as may be deemed necessary to secure or train a replacement for the registrant. If there is a change in the registrant's status during the period of his deferment in Class II-A, his classification shall be reopened and considered anew. At the expiration of the period of the registrant's deferment in Class II-A, his classification shall be reopened, and he shall be classified anew. When the registrant is classified anew, he shall not be again placed in Class II-A unless such classification is warranted, and in addition, the registrant or the registrant's employer convinces the local board, or the board of appeal (if an appeal is taken), or the President (if an appeal is permitted and is taken) that a reasonable but unsuccessful effort has been made during the period of deferment to secure or to train a replacement. If these conditions are met and the registrant is again placed in Class II-A, such further deferment shall be for a period of 6 months or less as may be deemed necessary to secure or train a replacement. The same rule shall be applied when again classifying such registrant at the end of each successive period for which he has been classified in Class II-A.

**622.22 Class II-B: Man necessary in war production.** (a) In Class II-B shall be placed any registrant who is found to be a "necessary man" in war production.

(b) Class II-B deferments shall be for a period of 6 months or less. If there is a change in the registrant's status during the period of deferment in Class II-B, his classification shall be reopened and considered anew. At the expiration of the period of the registrant's deferment in Class II-B, his classification shall be reopened, and he shall be classified anew. In again classifying the registrant, care should be taken not to impede the war production program. The registrant should be again classified in Class II-B for a period of 6 months or less if such classification is warranted and if the registrant's employer has made a reasonable but unsuccessful effort to secure or train a replacement for the registrant during the period of deferment. The same rule shall be applied when again classifying such a registrant at the end of each successive period for which he has been classified in Class II-B.

**622.22-1 Certain procedure must be followed to entitle Federal Government employees to Class II-A or Class II-B deferment.** In determining whether a registrant employed in or under the Federal Government should be retained or placed in Class II-A or Class II-B, no consideration shall be given to the fact that he is so employed unless a request for his deferment shall have been made in accordance with the provisions of (1) Public Law 23, 78th Congress, approved April 8, 1943, and (2) Executive Order No. 9309, dated March 6, 1943.

**622.23 General rules for classification in Class II-A and Class II-B.** (a) On the local board is placed the primary responsibility of deciding which men should be given occupational deferments.

(b) No deferment from training and service shall be made in the case of any individual except upon the basis of the status of such individual, and no deferment shall be made of individuals by occupational group or groups of individuals in any plant or institution.

(c) The local board may avail itself of the assistance of all Federal, State, or local agencies to obtain information which will help it to determine whether a claim for occupational deferment should be granted.

**622.24 "Necessary man" defined.** A registrant shall be considered a "necessary man" in war production or in support of the war effort, including training and preparation therefor, only when all of these conditions exist: (1) He is, or but for a seasonal or temporary interruption would be, engaged in war production or in support of the war effort; (2) his removal would cause a serious loss of effectiveness therein; and (3) he cannot be replaced.

MSH 26426

**END OF  
TITLE**